

SUTTON VALENCE PARISH COUNCIL

Date:	Monday 14 th August 2017 at 7.00pm
Venue:	Committee Room, Sutton Valence Village Hall
Present:	Cllrs: Eve Poulter, Derek Eagle, Chris Poole, Maurice Stancombe and Phil Taylor (left 21:30) Clerk: Janet Burnett Cllr Paulina Stockell 2 members of the public

Min No		Actioned by
	A prayer preceded the meeting The Chairman asked if anyone was recording	
1.	Submissions from Public, Police, Community Support Warden, County or Borough Councillors Apology for absence previously received: Cllrs Sharon Judge and Lorraine Cook, Community Support Warden Dawn Riach-Brown and PCSO John Boyd	
2.	<u>Declaration of Lobbying</u> - none	
I.	Declaration of Changes to the Register of Interests – none	
II.	Declaration of Changes to the Register of Interests - none	
III.	Declaration of Interest in items on the Agenda- Cllr Taylor - Allotments	
IV.	Requests for Dispensation - none	
3.	Minutes of the meetings held 10 th and 26 th July 2017 were agreed and signed	
4.	Matters arising from the minutes not covered under other headings Risk Management – Clerk has investigated safety deposit boxes. These have been phased out by banks and neither the Unity nor Nationwide offer this service. The only bank currently offering this service is Metro Bank. The cost would be £475.00. Clerk to approach conveyancing solicitor provided by Cllr Taylor.	Clerk and Cllr Taylor
5.	Resignation of Councillor Simon Fowle – Clerk has informed MBC and advertised the vacancy.	
6.	Committees:	
	The Parish Council resolved that Recreation and Open Spaces Committee be dissolved and discussed at full Council.	
	A working group was set up to co-ordinate the pavilion build consisting Cllrs Poulter, Cook, Eagle, Judge, Poole and Stancombe The only Committees will be Allotments, Staffing and Jubilee with PEG as a working party	
7.	Personnel and Training Training: Clerk has booked on SLCC data protection webinar training 23/8/17 - £30.00 and Clerks conference 14/9/17- £60.00 HMRC webinar training – Health & Safety 27/9/17 - free Cllrs Poulter & Taylor are booked on to the Maidstone planning training 13/9/17 18:30 to 20:30 at the Town Hall Chairmanship Training available 23/9/17 Elham Village Hall – Cllr Poulter to attend	Clerk Cllrs Poulter and Taylor Cllr Poulter
8.	Day and time of Parish Council to be reviewed	
	The Parish Council resolved that the meeting be changed to the second Thursday of the month starting at 7:15pm	
9.	Consultations: Rights of way consultation plan. This was passed to Cllr Taylor to form a response and circulate.	Cllr Taylor
10.	<u>Local Development Framework</u>	
I.	<u>Local Plan</u> Local Plan Enquiry – Inspectors final report and amendments circulated	

SUTTON VALENCE PARISH COUNCIL

II. Neighbourhood Planning

- i. Correspondence: The new objectives have been received from Feria and circulated
- ii. Fields in Trust
Plaque order form received – wording for War Memorial plaque to be agreed – Clerk to investigate wording further.
Forms AP1 – change of address sent off
Forms AN1 and RX1 completed for the Harbour and Bowhalls
Form B1 received and confirmed for The Harbour
Notice to registered proprietor B132 received
Completion of registration for Bowhall received

Clerk

11. Planning

- I. Resolution to ask KALC to raise with MBC the quality of the photographs that the planning officers are presenting to the Planning Committee

The Parish Council resolved that KALC be asked to raise this matter with MBC

Clerk

II. **Recommendation made on:**

17/503644 Valdene Industrial Park Headcorn Road ME17 3EH

Minor material amendment to 14/500606/FULL (Demolition of x4 existing commercial buildings and existing detached bungalow 'Greentops' and redevelopment to provide x6 detached houses and garages) - amendments to layout and elevations.

The Parish Council resolved that no comment be passed on this application.

III. **Inspectorate and MBC decisions**

17/502602 Ridgemount, Chart Road ME17 3AW

Demolition of existing garage, erection of single storey side porch extension, single storey side extension to incorporate integral garage and erection of single storey rear extension - **Approved**

17/501627 Little New Barn Farm New Barn Road TN12 0ED Retrospective Application for creation of new entrance into farm – **Withdrawn** – current status

16/506937/FULL The Finches Forsham Lane ME17 3EW

Part retrospective application to increase the number of static residential mobile homes from 3 to 6 (condition 3 of MA/10/0961 approved three mobile homes on site) and erection of 3 dayrooms for family use - **Approved**

- IV. **Enforcement was discussed in closed session** - Clerk updated the meeting

12. Finance

I. **Bank Balances**

67089.01 Unity less 240.27 o/s cheque plus 37.00 n/c banking

67108.95 Nationwide

II. **The following items of income were noted:**

ESPC	37.00	Room Hire
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Nationwide	19.94	Interest
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MBC	1944.00	PSS
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III. **The following payments were ratified:**

300431	40.00	Land Registry – The Harbour
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300432	40.00	Land Registry – Bowhalls
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The following were agreed at this meeting

d/d	49.13	XLN
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d/d	82.02	Legal & General pensions (PC 22.37)
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d/d	3.00	Multipay card: ££3.00 card charge
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d/d	13.20	Tailored Auto enrolment
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d/d	9.24	Engie – Pavilion Power
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	50.00	Fields in Trust Membership fee
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	36.00	SLCC – Data protection training
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	72.00	KALC – Clerk training
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	335.00	Village Hall – rent July
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	16.68	E.Poulter – Morrisons – Neighbourhood Plan
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SUTTON VALENCE PARISH COUNCIL

9.99	B Armstrong – tape measure
58.82	South East Water
31.46	IOS – copier charges
528.13	HMRC Paye month 5
1579.42	Clerks Salary and expenses
818.00	Haven Power
203.19	Haven Power – June

Clerk will set up payments on Wednesday. Currently Cllrs Poole, Stancombe, Judge & Cook can authorise. Remaining Cllrs going through at the moment. Two will need to authorise when payments are set up.

**Cllrs Poole
And Cook**

IV. Bank Reconciliation approved and signed.

V. Performance against budget

The Parish Council resolved that the current performance against budget be agreed.

VI. PSS Scheme review – to be carried forward

13 **Recreation**

I. Correspondence - Letter from parishioner to KCC head of Arboriculturist Dept about trees planted in Lambes Garden

II. Tree survey and quote received – ongoing
Clerk to contact land owner - tree in Argyles Wood across path.

III. **War Memorial Play Area and Field**

i. Weekly report – nothing to report

ii. Clerk is meeting with Outdoorsy Living next week regarding fencing and multiplay bridge

V. **Car Park** - Meeting closed to members of the public for item 5.1

i. Resurfacing of old play area – Clerk received 4 quotes – decision to be postponed until after meeting with parishioners

ii. **The Parish Council resolved that the monies to fund the car park if it proceeds, come from the development fund and car park monies currently ring-fenced and monies in 2017/18 budget for car park.**

iii. Agenda items for meeting with parishioners were approved as:

Closure times

Visitor parking

Priority for parishioners with no off road parking

Meeting date to be arranged 4/9/17 at 7.30 parishioners

iv. Barrier Quotes Clerk has requested quotes from two local companies

VI. **Lacrosse, Football, Groundsman and Pavilion**

i. Clerk has chased Millbrook Designer Homes and Newcourt Residentials Ltd for a response to a request for a contribution to the Pavilion

ii. A business plan is in the process of being prepared. Clerk to contact ACRK for assistance in grant finding.

Clerk

Clerk

VII. **Harbour Play Area and Field**

i. Reports:

Weekly – Clerk to contact Cllr Judge for details

Monthly MBC - MBC reported all low risk and satisfactory with the exception of the surface which is now medium risk. This area has been cordoned off.

ii. New Play Area:

Clerk has made contact with MBC regarding 106 monies due.

Clerk has met with two play consultants to discuss working on the project, third consultant contacted.

**Clerk and
Cllr Judge**

Clerk

Clerk

VIII. Public Right of Way - request for an Officer to go in next newsletter

14. Roads and Transport including lighting

I. Correspondence

Letter from parishioner regarding a crossing on the A274 by entrance to the Village Hall and the school cricket ground. Clerk to progress with KCC.

Clerk

SUTTON VALENCE PARISH COUNCIL

II.	Speedwatch – to go in newsletter asking for volunteers to come forward.	Cllrs Poulter and Judge
III.	Public Transport – East of Maidstone Bus meeting was held here on 3/7/17 – minutes circulated. Next meeting is on 2/10/17.	
IV.	Lighting - Resolution on whether to proceed with a column check or to employ a contractor on an annual basis who will complete one as part of the contract to go on next agenda	
V.	Fire Hydrants – request for an Officer to go in next newsletter	Cllrs Poulter and Judge
15.	Communications	
I.	Newsletter - Cllrs Poulter and Judge to progress	Cllrs Poulter and Judge
16.	Police – Clerk updated the meeting on the proposed changes under the new Kent Policing Model.	
17.	Allotments	
I.	Water supply is no longer a monopoly and the Parish Council can shop around.	Clerk
18.	PEG	
I.	Minutes of meeting held 01/08/17 were discussed and ratified. £40.00 was approved for restaking and tying apple trees. It was agreed that Clerk would ask QHOF to take on the planter as offered.	Clerk
19.	Correspondence	
I.	Previously circulated or dealt with by the Clerk KALC: Invitation to a free low carbon Britain 2017 event 8/11/17 at 1 Great George Street, Westminster Minutes from last meeting. Agenda for meeting 11/9/17 Mayor’s Charity Event at Hush Heath Winery and Goudhurst Inn on 19 September, tickets £35.00 Golding Homes - Stakeholder E-newsletter July 2017 NALC - Chief Executive's Bulletin 26 & 27 – 14 th & 21 st July and 4 th August MBC – new items of interest - 3 SLCC news bulletin 27/7/17	
II.	On table Countryside Voice – Summer 2017	
20.	Village Hall Defibrillator – This has now been received. Clerk needs to liaise with the Village Hall Committee regarding positioning and signage.	
21.	Matters for next meeting – Allotment fees, lighting contract	
22.	Date of next meeting: 14/9/17	
23.	Meeting closed: 21:53	

Acronyms

Shlaa – strategic housing land availability assessment
MBC – Maidstone Borough Council
ACRK – Action with communities in Rural Kent
CPRE – Campaign to Protect Rural England
NP – Neighbourhood Plan
JPG – Joint Parishes Group
ESPC – East Sutton Parish Council

NALC – National Association of Local Councils
KALC – Kent Association of Local Councils
SLCC – Society of Local Council Clerks
PPF - Police/Parish Forum
PEG – parish Enhancement Group
LLV – Landscape of Local Value
PSS – Parish Service Scheme